

Minutes of Board Meeting
Oakmont Library May 10, 2017

ATTENDANCE: Matt Kissane, Katie Lascola, Beth Mellor, Deborah Ormay, Lindsay Osterhout, Nancy Ride, Laurie Sliben, Kristy Bodnar and Sue Ritchie

GREETINGS/ PUBLIC ANNOUNCEMENTS: The Board thanked Lindsay, Kristy Bodnar, Sue and the rest of the fundraising team for a job well done on the SMART logo contest.

APPROVAL OF MINUTES: Minutes of the previous meeting were approved as amended.

CONSENT AGENDA: Stephanie's enthusiasm for her job is evident in her daily workings. She particularly shines when she is speaking with children, explaining and expanding on the history of books. The number of teens coming to OCL programming is up. Karen works hard to ensure that the OCL is a "safe place" for teens and younger children.

DIRECTOR'S REPORT: Deborah previously sent Beth a series of questions regarding the OCL in which Beth responded via email. Beth is still working on Who Moved My Cheese. To move forward with receiving state money that is currently going to Carnegie Library of Pgh., Verona council needs to accept a letter of consent.

CHAIR REPORT: Borough Council would like to receive quarterly reports. The first has been submitted with no feedback as of yet. Deborah and Beth attended the April Trustee Training in Green tree and shared the training's highlights.

FINANCE REPORT: Matt prepared a complete and comprehensive budget report. Nothing is out of the ordinary; all expenditures are close to what they were last month. Since the HVAC repairs will impact the budget, the Board should have an idea of when the consultants are coming. Beth will follow up with Lisa about this. There is a finance committee meeting on May 17, Matt will attend. Council has requested information, which Matt has provided.

SMART Campaign: This committee, along with new member Melissa Havran, is doing a wonderful job. 300 letters requesting donations have gone out to Oakmont Chamber members. The next wave of 100 will go out to Verona Chamber members and non Oakmont Chamber members. In September slightly different letters requesting donations will go out to Oakmont community members. This will replace the Annual Appeal. Donation letters will also be sent to businesses that are not local but have ties to Oakmont. Kristy will be tracking donations and will keep Beth and the OCL Board informed. A certificate will be made and presented to the SMART logo winner.

BOARD ORIENTATION: The Board discussed what information would have been helpful when becoming acclimated to the OCL Board. Answers include but are not limited to information on bylaws, history of building, knowledge of relationship with school as well as relationship with Verona, copy of OCL budget, understanding of library funding, bio of Beth and staff, info of endowments, etc.

BOROUGH COUNCIL: The Board feels that it would be wise to wait until September when OCL numbers of patrons in and out of the doors and numbers of programming increase after the summer to add some hours back into the schedule. At that point the HVAC will be repaired as well. It is very important that 12% of the budget go to books and media in order to continue to receive state funding. At this point OCL is spending 7% on this material.

REVIEW OF GOVERNANCE STANDARDS: Beth handed out the ACLA Governance Standard Survey. Beth and the Board went through and discussed each of the 13 point survey questions.

CLOSING REMARKS: Beth read an email from Joanne regarding the upcoming Taste of Two Towns. Laurie presented feedback from the training that she attended regarding fundraising. Deborah announced that she will be away for the next meeting. Katie will act as chair and Matt as Secretary.

ADJOURNED: Meeting was adjourned at 8:06.

Respectfully Submitted,
Katie Lascola - Secretary